

**TATA CAPITAL HOUSING FINANCE LTD.,**  
**HOME LOAN CHECK LIST****SELF-EMPLOYED**

- 1) Duly filled application form with a photograph attached should be submitted
- 2) Identity Proof PAN Card and Aadhar card
- 3) Residence Proof: Copy of Ration card/Telephone or Electricity bill/Rental agreement/Passport copy/Trade license/Sales Tax Certificate
- 4) Certificate of Educational Qualifications and Proof of Business Existence
- 5) Business Profile
- 6) Last 3 years Income Tax returns (self and business)
- 7) Last 3 years Profit/Loss statement and Balance Sheet
- 8) Bank statements of last 6 months of saving and 1 year current account.
- 9) All Govt. Authorised certificates (firm RC, firm Pan Card, commercial tax, vat etc)
- 10) Residence Proof for Firm: Copy of Telephone or Electricity bill/Rental agreement/Trade license/Sales Tax Certificate
- 11) Partnership deed required (In partnership firm)
- 12) MOA & AOA required ( If company is a Pvt Ltd or Ltd Company)
- 13) Processing fee Cheque in favour of TATA Capital Housing Finance Ltd. Of Rs 5900/- at the time of Login non refundable fee if any reasons the case rejected.
- 14) Any existing other loan than 1 year loan track required.
- 15) 8 Cheques required at the time of sanction
- 16) MOE Charges 0.5% of loan amount AND Insurance on loan amount.

**CO-APPLICANT DOCUMENTS : (Mandatory in Loan)**

- 17) Identity Proof: Copy of PAN CARD and Aadhar Card.
- 18) Residence Proof: Copy of Aadhar Card/ Ration card/Telephone or Electricity bill/Rental Agreement/Passport copy
- 19) Signature Proof: PAN Card/Passport/Signature verification proof from banker
- 20) Relationship proof with applicant (both names reflecting proof i.e Aadhar card/Ration card).
- 21) If Co-Applicant working (3 months' salary slips, 2 years form 16, and 1year bank statement)

**NOTE: All documents should be self-attested.**

**Contact : P.S.R.A Raju**  
**Mobile No: 9000630789**